

BURRTON UNIFIED SCHOOL DISTRICT NO. 369

Burrton, Kansas

July Board Meeting
July 13th, 2026
USD 369 Board Room

The July meeting of the board of education was called to order by Angela Penner, named as temporary chairperson, at 7:00 pm on Monday, July 13, 2026 in the USD 369 Board Room with the following present: Nicole Kirk, Tiffynie Hooser, Westin Koch, Abbagail Schmitt, Regan Bone, Kara Schwindt - Superintendent, Dr. Rustin Clark - MS|HS Principal & Sara Durner - Board Clerk

Board members absent were: Emily Smith

Visitors were Noah Schmitt & Madison Kirk

Westin Koch moved that the agenda be approved as presented. Tiffynie Hooser seconded the motion, which carried 6-0.

Regan Bone nominated Angela Penner as board president for the 2026-2027 fiscal year. Tiffynie Hooser seconded the motion, which carried 6-0. Angela Penner accepted the position as president.

Tiffynie Hooser nominated Nicole Kirck as board vice president for the 2026-2027 fiscal year. Abbagail Schmnitt seconded the motion, which carried 6-0. Nicole Kirk accepted the position of vice president.

Nicole Kirk moved that the following appointments be approved:

KARA SCHWINDT

Truancy Reporting Officer
Expulsion Hearing Officer
Federal Program Compliance Officer
Coordinator for Homeless Children
504 Coordinator
Title IX Coordinator
Food Service Hearing Official
District Hearing Official

RUSTIN CLARK

Truancy Reporting Officer
Activity Fund Authorization
Deputy Clerk

SARA DURNER

Board Clerk
Health Insurance Representative
KPERS Representative
Food Service Authorize Representative
Custodian of Records
Federal Fiscal Compliance Officer

LESLIE CAMPBELL

Board Treasurer

Freedom of Information Officer

Food Service Determining Official

MACY STEPHAN

Deputy Clerk

Food Service Determining Official

HEATHER MATLACK

Truancy Reporting Officer

KASB

Title IX Investigator

Title IX Decision Maker Official

ANGELA PENNER

Ark Valley Special Education Cooperative Alternate

Westin Koch seconded the motion, which carried 6-0.

Tiffynie Hooser moved that the board approve to adopt a 1,116 hour calendar for the 2026-2027 school year. Abbagail Schmitt seconded the motion, which carried 6-0.

Westin Koch moved that the board approve the destruction of accounting records for the fiscal year 2020-2021. Student records including Driver's Education and permanent records and will not be destroyed. Tiffynie Hooser seconded the motion, which carried 6-0.

Nicole Kirk resolved that the regular meeting of the Board of USD No. 369 for the 2026-2027 fiscal year be held on the dates approved in January of 2026 and that the regular meeting time will be 7:00 p.m. and the place will be in the USD 369 Board Room The board reserves the right to adjourn any regular meeting to another time and place. Westin Koch seconded the motion, which carried 6-0.

Nicole Kirk moved that the board approve the Kansas Municipal Investment Pool and the State Bank of Burrton as our official depository for 2026-2027. Abbagail Schmitt seconded the motion, which carried 6-0.

Westin Koch moved that the following signatories be authorized for USD 369 accounts:

District Account *3 Required*

President

Vice President

Clerk

Treasurer

Activity Fund *2 Required*

Superintendent

MS|HS Principal

Treasurer

Petty Cash Fund *2 Required*

Superintendent

Clerk

Treasurer

Elementary Secretary

KMIP *2 Required*
President
Vice President
Clerk
Treasurer

Angela Penner moved that the board approve the appointment for Nicole Kirk to serve as a contact person for KASB governmental Relations Network for 2026-2027. Westin Koch seconded the motion, which carried 6-0.

No changes were made to the Burrton Joint Recreation Commission appointments.

Angela Penner moved that the board approve for USD 369 to participate in Title Services and SRSA (formerly known as REAP) programs for 2026-2027. Tiffynie Hooser seconded the motion, which carried 6-0.

Nicole Kirk moved that the board approve the following resolution waiving generally accepted principals for 2026-2027

“WHEREAS, the Unified School District No. 369, Burrton, Kansas, has determined that the financial statements and financial reports for the year ending June 30, 2027 to be prepared in conformity with the requirements of K.S.A. 75-1120a(a) are not relevant to the requirements of the cash basis and budget laws of this state and are of no significant value to the Board of Education or the members of the general public of the Unified School District No. 369, and

WHEREAS, there are no revenue bond ordinances or other ordinances or resolutions of the municipality which require financial statements and financial reports to be prepared in conformity with K.S.A. 75-1120a(a) as they apply to the Unified School District No. 369 for the year ending June 30, 2027.

NOW, THEREFORE BE IT RESOLVED, by the Board of Education of Unified School District No. 369, Burrton, Kansas, in regular meeting duly assembled this 10th day of July 2023, that the Board of Education requests the Director of Accounts and Reports to waive the requirements of K.S.A. 75-1120a(a) as they apply to the Unified School District No. 369 for the year ending June 30, 2027.

BE IT FURTHER RESOLVED that the Board of Education shall cause the financial statements and financial reports of the Unified School District No. 369 to be prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of this state.”

Westin Koch seconded the motion, which carried 6-0.

Tiffynie Hooser moved that the board approve the mileage reimbursement at \$.725 p/mile for 2026-2027. Westin Koch seconded the motion, which carried 6-0.

Westin Koch moved that the board approve the Harvey County Independent also known as the Harvey County Now as USD 369’s official newspaper for 2026-2027. Nicole Kirk seconded the motion, which carried 6-0.

Nicole Kirk moved that the board approve the following resolution for 2026-2027.

“That the clerk be authorized to pay certain bills which are due at a date that either a discount for payment by a certain date can be taken advantage of or a penalty assessed by a certain date can be avoided when such dates are prior to a meeting of the Board, and that

bills paid in this manner will be listed and presented to the Board for approval at the next regularly scheduled meeting.”

Tiffynie Hooser seconded the motion, which carried 6-0.

Tiffynie Hooser moved that the board approve to authorize the limits of the petty cash funds to be \$500 in the district office as authorized by K.S.A. 72-8208 for 2026-2027. Abbagail Schmitt seconded the motion, which carried 6-0.

Abbagail Schmitt moved that the board approve the substitute teacher pay at \$130.00/day for 4.01+ hours per day and \$65/day for 4 hours and under a day; after ten consecutive days in the same position, the rate will increase to 1/163 of the base salary, retroactive to the beginning of the consecutive service for 2026-2027. Regan Bone seconded the motion, which carried 6-0.

Tiffynie Hooser moved to approve the appointment of Calvin Rider as legal counsel for the 2026-2027 school year for matters needing an attorney that KASB cannot provide us. Westin Koch seconded the motion, which carried 6-0.

The Board discussed the following

- A. Fees
- B. Revenue Neutral Rate
- C. Policy Updates
- D. Handbook Update
- E. Cell Phone Policy

Westin Koch moved to approve the bills for payment as presented. Nicole Kirk seconded the motion, which carried 6-0.

Regan Bone moved to approve the fees as presented with the only increase being to food service pricing. Westin Koch seconded the motion, which carried 6-0.

Nicole Kirk moved to approve the intent to exceed Revenue Neutral for 2026-2027. Regan Bone seconded the motion, which carried 6-0.

Tiffynie Hooser moved to approve the student handbook as presented. Nicole Kirk seconded the motion, which carried 6-0.

Westin Koch moved to approve the cell phone policy as presented. Tiffynie Hooser seconded the motion, which carried 6-0.

Nicole Kirk moved to sell the football sled to Fairfield for \$1,000. Westin Koch seconded the motion, which carried 6-0.

Tiffynie Hooser made the motion to get rid of 2 pianos that are no longer usable. Regan bone seconded the motion, which carried 6-0.

Other business discussed was: none

The meeting adjourned at 8:03 p.m.

Respectfully submitted,

A handwritten signature in blue ink, reading "Sara Durner". The signature is written in a cursive, flowing style.

Sara Durner
Board Clerk